

Addendum to RFA# 67-76
Collaborative Research on Opioid Abuse and the Overdose Crisis

Date: August 7, 2018

Addendum Number: 1

Addendum Changes:

- 1) This addendum is to provide answers to all questions per the RFA Potential Applicant letter; and
- 2) Correct two sections of the RFA

1. Question: I am working on a budget for the above-referenced RFA. Will you please send the excel budget file to me?

Answer: The Original Files for RFA67-76 are posted on the Department of General Services website at www.emarketplace.state.pa.us. Click on 'Solicitations' and search for RFA67-76. On the "Advertisement Information" page, scroll down to "Original Files"

2. Question: In Part One, Section A. 4, page 5: Use of Funds – Limitations and Additional Requirements two types of personnel are described: nonprofessional and professional. If we employ students as research assistants in the budget, are they considered professional or nonprofessional?

Answer: The definitions of professional and nonprofessional personnel are provided in Act 2002 – 149, and are located on page 12 in Part One, Item C. 2.g.4 of the RFA. The Department will not further elaborate or explain the definitions.

3. Question (2 parts):

(3a.) In Appendix C of the above-referenced RFA and in the Excel Budget instructions there are no instructions on how to list multi-year budgets in the excel file. Our faculty are members of a collective bargaining agreement and have salary increases and promotions as dictated by their CBA. Should I list the PI costs by year under Personnel costs to show her salary increases? Each year her salary will increase, so it would not be accurate for me to assume an average hourly wage over the four years of the grant. Here is a draft example for your consideration, the dollar hourly wages are not final:

Categories	Infrastructure Funds	Non-Infrastructure Funds	Full Project Costs
<u>I. PERSONNEL SERVICES</u>			
A. Staff Personnel	Hourly Rate	No. of Hours	
Year 1: Doe, Jane - PI	\$ 72.50	450.00	\$ 32,625

Year 2: Doe, Jane	\$ 79.75	450.00	\$ 35,888		\$ 35,888
Year 3: Doe, Jane	\$ 82.14	450.00	\$ 36,963		\$ 36,963
Year 4: Doe, Jane	\$ 84.60	450.00	\$ 38,070		\$ 38,070
undergraduate student worker	\$ 10.00	1800.00	\$ 18,000		\$ 18,000
undergraduate student worker	\$ 10.00	1800.00	\$ 18,000		\$ 18,000
undergraduate student worker	\$ 10.00	1800.00	\$ 18,000		\$ 18,000

Answer: No, you should not list the PI costs by year under Personnel costs to show her salary increases. Under Category I. Personnel Services on the budget, only one line item may be entered for each staff member. The line item should list the maximum hourly rate that the staff member will be paid for the entire grant period, and the total number of hours for the position for the duration of the grant. In the above draft example, for the staff member, Jane Doe - PI, who will be paid a different hourly rate for each year of a four-year grant period, the line item for this staff member would appear in the budget under Category I. Personnel Services as follows:

Categories			Infrastructure Funds	Non-Infrastructure Funds	Full Project Costs
I. PERSONNEL SERVICES					
A. Staff Personnel	Hourly Rate	No. of Hours			
Doe, Jane, PI*	\$ 84.60	1800.00		\$ 152,280	\$ 152,280

*Note that the Principal Investigator is considered to be professional personnel and therefore would be listed under the column "Non-Infrastructure Funds." Refer to Section A.4 of Part One of the RFA for the definition of infrastructure.

As stated on page 6 in Part One of the RFA, "For the duration of the Grant Agreement, hourly rates and fringe benefit rates for all personnel except union-covered positions cannot be increased above the rates specified in the Budget of the Grant Agreement."

(3b) Would this be an acceptable presentation of the PI's yearly wages in the grant?

Answer: No. Refer to the previous question (3a).

4. Question: Please forward to me copies of the cover page, research proposal and budget for RFA 67-76.

Answer: Refer to question 1.

5. Question: I am a professor at the U. of Pennsylvania and hold an Adjunct Professor faculty appointment at Geisinger. I am leading a team of investigators who are planning to submit an application in response to RFA 67-76. Am I allowed to be the principal investigator if the lead institution is Geisinger?

Answer: Grant applications may include multiple principal investigators and they may be employed by the lead applicant organization and collaborating organizations. However, the

application must specify one person as the Contact Principal Investigator. As stated in Part Two, Appendix A, Attachment 2, Item VIII of the RFA, “The Contact Principal Investigator must be employed by the lead applicant organization at the time that the application is submitted to the Department.”

The Contact Principal Investigator is the principal point of contact for all grant-related reports and is responsible for ensuring compliance with all Grant provisions. The Contact Principal Investigator must be listed as Grant Coordinator (Principal Investigator) on Appendix A, Attachment 1, Cover Page.

6. Question: Please email me a copy of the letter of intent form.

Answer: Refer to question 1.

7. Question: Please email me copies of all forms (in required format) necessary for submission of an application in response to RFA 67-76. Please include the letter of intent form.

Answer: Refer to question 1.

8. Question (4 parts):

(8a.) Will a collaborative team's application be competitive without a university-affiliated partner?

Answer: As stated on page ii in the Preface to the RFA, “Collaboration among and between universities or academic medical centers, in association with businesses, health care providers, public agencies, smaller colleges and universities and other institutions or organizations that are not academic medical centers is encouraged.” All applications will be evaluated by a peer review panel based on the criteria specified in Section B.2 (page 7) of Part One of the RFA. The reviewers will evaluate the application using all of the information that is submitted with the application.

(8b.) What are your criteria for an established research scientist?

Answer: The Department will not define what are considered to be “established research scientists.” The peer reviewers, who will review and rank the proposals, will make that determination as part of the evaluation process, as described on page 7 in Section B.2 of Part One of the RFA.

(8c.) How many proposals will be funded - only one, or multiple proposals?

Answer: As stated in Section A.1. in Part One of the RFA, the Department expects to award three Grants.

(8d.) Do you estimate that you would fund projects that are focused in one geographic area of concentrated opioid drug use (Philadelphia), or are you seeking proposals whose scope extends across the state?

Answer: The reviewers will evaluate the application based on several criteria as described in the RFA. Please refer to Section B.2 in Part One of the RFA for a description of the review process and criteria that will be used to evaluate the grant applications.

9. Question: How many pages for the biosketches? One place says 5 pages, the other 4 pages.

Answer: We hereby amend the first sentence in the second paragraph under Part Two, Appendix A, Attachment 2, Section XV (page 19) of the RFA to read: "The biographical sketch must include the following items and may not exceed five pages:"

10. Question: Previously there was a restriction on funding animal models. I do not see it mentioned, but wanted to check that this is admissible.

Answer: It is not clear what is meant by "Previously there was a restriction on funding animal models." Only three types of research are permitted under the Tobacco Settlement Act (Act 2001-77) and for this RFA as explained in the Preface on pages i-ii of the RFA and in Section A.4 (page 4) in Part One of the RFA. Those types of allowable research are biomedical research, clinical research and health services research. The Department will not further elaborate or explain the definitions.

It is important to note, however, that one of the requirements of the RFA, as stated in Section A.4 on page 4 in Part One of the RFA is that "At least 50 percent of the funds requested in the application must be used for clinical research or health services research or both clinical research and health services research". In addition, as stated in Appendix A, Attachment 2, Section XIII (page 17) of Part Two of the RFA, the proposal must break down all costs into clinical, biomedical and health services research. Further, the applicant must specify in Appendix A, Attachment 1, Cover Page the exact amount of funds requested for clinical research or health services research or both clinical research and health services research.

Moreover, as stated in the Preface on page iv of the RFA, "The research priority for SFY 2018-19 nonformula funded research is: Collaborative Research on Opioid Abuse and the Overdose Crisis." The Department cannot answer whether a particular proposal that uses a portion of study funds for animal models is consistent with the research priority. The peer reviewers, who will review and rank the proposals, will make that determination as part of the evaluation process, as described on page 7 in Part One of the RFA. However, you may submit the proposal for consideration.

Correction to the RFA #1: The sentence at the end of Section VII (Application) of the Grant Agreement in Part Two of the RFA is hereby amended to read: "In the event that there is a conflict between the Department's Request for Application number 67-76, the Grantee's application, and this Grant Agreement, the order of precedence shall be first, this Grant Agreement; second, the Department's Request for Application; third, the Grantee's application."

Correction to the RFA #2: The second to the last paragraph in Section A.4 page 6 of Part One of the RFA is hereby amended to read: “None of the Grant funds shall be used to pay an individual at a rate in excess of the Executive Level II (\$189,600/year or \$97.23/hour) of the Federal Executive Pay Scale, in accordance with the NIH Guide for Grants & Funding.”

*Except as clarified and amended by this Addendum, the terms, conditions, specifications, and instructions of the RFA and any previous addenda, remain as originally written.

Pre-Application Conference Attendees

John Anthony
Tobacco Fund Manager
Pennsylvania State University
110 Technology Center Building
University Park, PA 16809
(814) 935-1081
jtall@psu.edu

John Connolly
Research and Administration
Center for Applied Genomics
The Children's Hospital of Philadelphia
3615 Civic Center Blvd
Philadelphia, PA 19104
(267) 426-2291
connollyj1@chop.edu

Andrew McGinley
Executive Director
Office of Research,
Temple University
Suite 401
1801 North Broad Street
Philadelphia, PA 19122
(215) 204-0935
andrew.mc@temple.edu